

**FINAL Minutes**  
**Northern Wyoming Community College District**  
**Board of Trustees Regular Meeting**  
**Wednesday, September 20, 2017**  
**Big Horn High School – Room 211**  
**Big Horn, WY**

**Trustees Present**

Norleen Healy, Chair  
Walt Wragge, Vice-Chair  
Bob Leibrich, Treasurer  
Jerry Iekel, Secretary  
Bruce Hoffman, Trustee  
Gary Koltiska, Trustee  
Debra Wendtland, Trustee

**Advisory Board Representatives Present**

Nathan McLeland, Vice-Chair – Gillette College Advisory Board  
Jack Tarter, Chair – Johnson County Advisory Board

**Administration Present**

President Paul Young  
VP Mark Englert  
VP Rich Hall  
VP Leah Barrett  
VP Susan Bigelow  
VP Cheryl Heath

**Others Present**

Hayden Heaphy, NWCCD Attorney  
Wendy Smith, NWCCD Director – Marketing, PIO  
Jennifer McArthur, NWCCD Director – HR  
KayLee Weeden, President – SC Student Govt.

Jennifer Lucy, Vice-President – SC Student Govt.  
Ryan Patterson, the Sheridan Press  
Pat Blair, Sheridan Media (Radio)

**Recorder**

Mary Jo Johnson

**Call to Order and Roll Call**

Board Chair Norleen Healy called the September 20, 2017 Regular Board of Trustees Meeting to order at 6:47 p.m. Roll call was taken; there was a quorum.

**Agenda Additions/Deletions**

Chair Healy asked if there were any additions or deletions to the September 20, 2017 Board Agenda. Vice-Chair Walt Wragge asked to have added under New Business Agenda Item 9d. – ACCT Voting Delegate – Action. Secretary Jerry Iekel asked to have added under New Business Agenda Item 9e. – Consider President's Letter re: DACA – Discussion.

Chair Healy added the items as requested.

## **Consent Agenda**

Chair Healy asked if there were any changes to the Consent Agenda, which included the August 16, 2017 Regular Meeting Minutes and the August, 2017 Financials. There were no changes; the Consent Agenda was accepted as presented.

## **President's Report – Dr. Paul R. Young**

Dr. Young thanked Superintendent Marty Kobza and the Sheridan County School District 1 Board of Trustees for their hospitality in hosting the annual Joint Dinner-Meeting prior to this Regular Meeting; he reported an 8.6% increase in enrollment, and outlined the planned public activities being held as part of Whitney Days, which will become Sheridan College's equivalent of Homecoming.

## **Gillette College Advisory Board – Nathan McLeland, Vice-Chair / Mark Englert, GC CEO**

Mr. McLeland reported that the GC Cross-Country team had a group run in his family's Memory of the 8 Run, where the Energy City Voices also performed. The GCAB held a work session to go over the Memorandum of Understanding on the ¼-Penny Tax; and they are working hard to assist Dr. Englert in communicating the benefits of the proposed tax.

Dr. Englert congratulated the hard work of the GC Academic Affairs, Advising, and other student services for their work in hiring 42 adjuncts and growing enrollment. He also explained ongoing work being done in Campbell County to garner support for the ¼-Penny Tax ballot initiative, which will be up for vote in November. He assured the Board that all money raised from the tax, should it pass, will stay in Campbell County, with 65% of funds raised going to Gillette College, 30% to Energy Capital Economic Development, and 5% for collaborative projects between the two organizations.

## **Johnson County Advisory Board – Jack Tarter, Chair**

Chair Tarter noted that Full Time Enrollment numbers at SCJC are up 116.9%; a new 3-credit Political Science and Government class is being offered; a Student of the Year scholarship will be offered, depending upon need, for up to three (3) credits) and can come from either the Johnson County Scholarship or the Johnson County Endowment funds; and Rope for Knowledge 2017 raised \$6,000.

## **Foundation Report – Jen Crouse, Executive Director – Sheridan College Foundation**

Ms. Crouse reported that since establishing an official Alumni Association, website hits have tripled in just the last couple months. The Alumni Association will also have a booth at the September 21, 2017 3<sup>rd</sup> Thursday event in Sheridan. And the SC Foundation Board will partner with the GC Foundation Board to host a Planned Giving seminar at Gillette College on October 26, 2017.

Chair Healy congratulated Ms. Crouse's team on advancements in Alumni relations.

## **Organization Reports**

**Dr. Rich Hall, for Dr. Tom Johannesmeyer, President – NWCCD Faculty Senate (FS):** 1) FS continues to study the possibility of implementing a faculty ranking system. They hope to present their findings regarding the pros/cons and possible ranking structure(s) to the faculty by the end of this semester so that faculty may make an informed decision as to whether or not FS should proceed with creating a detailed faculty ranking proposal.

2) Department chairs are in the process of creating a new proposal for the faculty evaluation process in light of their newfound experience as supervisors. FS is awaiting this draft proposal. Dr. Johannesmeyer anticipates that a revised faculty evaluation process will be approved by the FS by the end of this academic year.

3) FS will be coordinating with Jason Browning to bring CCCSE and other relevant survey data to the FS for consideration and potential generation of action plan(s) for improvement.

**KayLee Weeden, President – Sheridan College Student Government Association** reported that students were enjoying the first year of what will be the annual Whitney Days events; SGA is working with other entities on the Textbook Loan Program Initiative.

## **Public Comment**

There were no Public Comments this month.

## **Old Business**

### **8a. New Board Policy Series 8250: Board Self-Evaluation – Second & Final Reading – Information, Action**

Administration presented to the Board on Second and Final Reading, New Board Policy Series 8250: Board Self-Evaluation, with changes recommended on First Reading at the August 16, 2017 Regular Board Meeting.

**MOTION:** Vice-Chair Wragge moved and Trustee Bruce Hoffman seconded, on Second and Final Reading, acceptance of the New Board Policy 8250 – Board Self-Evaluation.

Hearing no further discussion, Chair Healy called for the Question. The **MOTION** carried, unanimously.

### **8b. New Board Policy Series 8300: Evaluation of the District President – Second & Final Reading – Information, Action**

Administration presented to the Board on Second and Final Reading, New Board Policy Series 8300: Evaluation of the District President, with changes recommended on First Reading at the August 16, 2017 Regular Board Meeting.

**MOTION:** Secretary Iekel moved and Treasurer Bob Leibrich seconded, on Second and Final Reading, acceptance of New Board Policy 8300: Evaluation of the District President.

Hearing no further discussion, Chair Healy called for the Question. The **MOTION** carried, unanimously.

## **New Business**

### **9a. ¼-Cent Fund Distribution Memorandum of Understanding – Information, Action**

Administration brought before the Board a Memorandum of Understanding outlining the proposed Fund Distribution of the ¼-Cent Tax for Gillette College, which signifies that all tax monies raised will remain in Campbell County for use by Gillette College.

**MOTION:** Trustee Hoffman moved and Vice-Chair Wragge seconded support of the MOU as it pertains to Gillette College funding distribution.

Discussion: Trustee Debra Wendtland asked for clarification of some wording. It was determined that NWCCD Attorney Hayden Heaphy work with the Campbell County Attorney for clarification on her questions.

Hearing no further discussion, Chair Healy called for the Question. The **MOTION** carried, unanimously.

### **9b. Support of Jack Tarter Reappointment to the Johnson County Advisory Board (ICAB) – Information, Action**

Administration recommended the Board support the reappointment of Jack Tarter to the Johnson County Advisory Board for a three-year term ending June, 2020.

**MOTION:** Secretary Iekel moved and Trustee Hoffman seconded the reappointment as recommended. Hearing no further discussion, Chair Healy called for the question. The **MOTION** carried, unanimously.

### **9c. Lumina Foundation Summer Meeting Report from Dr. Leah Barrett - Information**

VP Student Affairs, Dr. Leah Barrett provided a short summary and update on the Lumina Foundation-sponsored statewide college Attainment Goal Initiative meeting, held this summer in Rock Springs and which she attended as a representative from NWCCD.

### **9d. ACCT Voting Delegate - Action**

Vice-Chair Wragge explained that there needed to be a voting delegate representing NWCCD at the upcoming ACCT Leadership Congress, to be held the week of September 25 – 28 in Las Vegas, NV. Since he was the only Trustee planning to attend, he asked for the Board to officially appoint him as the voting delegate for the District.

**MOTION:** Trustee Hoffman moved and Trustee Gary Koltiska seconded Vice-Chair Wragge to act as Voting Delegate at the 2017 ACCT Leadership Congress. Hearing no further discussion, Chair Healy called for the Question. The **MOTION** carried, unanimously.

**9e. Consideration of Presidents' Letter re: DACA - Discussion**

Secretary Iekel voiced his approval of the open letter (publicized in Wyoming media outlets and sent to Wyoming's Congressional Delegation) encouraging Wyoming's Congressional Delegation to support the Dream Act (S. 1615, H.R. 3440) or similar legislation. The letter was submitted by Dr. Young and the other six Wyoming community college presidents, along with UW President Laurie Nichols.

Not all trustees agreed, and not all trustees verbalized an opinion.

The Board took no formal stance regarding the issue.

**10. MOTION to Enter into Executive Session to Discuss Two Real Estate Matters, per Wyoming State Statute 16-4-405 (a) (vii)**

Chair Healy informed the audience that the Board would be entering into Executive Session and that there could be Action taken. She called for a **MOTION** to enter into the Executive Session.

**MOTION:** Treasurer Bob Leibrich moved and Vice-Chair Wragge seconded entering into Executive Session to discuss two (2) Real Estate Matters, per Wyoming State Statute 16-4-405 (a) (vii). The **MOTION** carried; the Board entered into Executive Session at 7:56 p.m.

**MOTION to Close Executive Session**

At the conclusion of their discussion, Chair Healy asked for a **MOTION** to close the Executive Session and reconvene the September 20, 2017 Regular Meeting.

**MOTION:** Vice-Chair Wragge moved and Trustee Hoffman seconded closing the Executive Session and reconvening the September 20, 2017 Regular Meeting. The **MOTION** carried; the Board reconvened into the Regular Meeting at 8:15 p.m.

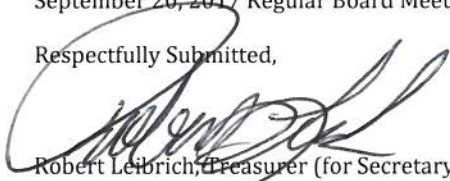
**Reconvene Regular Meeting**

Chair Healy informed the audience that there would be no Action taken on the matters discussed in Executive Session.

**Adjournment**

Chair Healy asked if there was any other business for the good of the college. Hearing nothing further, she adjourned the September 20, 2017 Regular Board Meeting at 8:16 p.m.

Respectfully Submitted,

  
Robert Leibrich, Treasurer (for Secretary Jerry Iekel)

Approved,

  
Norleen Healy, Chair